



City of Grand Island

Tuesday, September 11, 2007

Council Session

Item E1

**Public Hearing on Request from Melodee Anderson for a
Conditional Use Permit for a Temporary Modular Office Located
at 3515 West Old Potash Highway**

Staff Contact: Craig Lewis

Council Agenda Memo

From: Craig Lewis, Building Department Director

Meeting: September 11, 2007

Subject: Request of Melodee Anderson for Approval of a Conditional Use Permit to Place a Temporary Modular Office at 3515 West Old Potash Highway

Item #'s: E-1 & H-1

Presenter(s): Craig Lewis, Building Department Director

Background

This request is for the approval of a Conditional Use permit to allow for the placement of a temporary modular office building to facilitate operation of a sales office during renovations of the existing building currently on the site. The zoning classification for this property is M-2, Heavy Manufacturing Zone. That classification does not allow for a temporary building unless approved by the City Council in the form of a conditional use permit.

The application requests approval for a one year period.

Discussion

This is a fairly large property and appears to have adequate room for the temporary placement of a modular office during renovations of the existing building. The application does not identify a location for the proposed temporary building and staff would recommend any approvals be subject to the location being approved by the City Fire and Building Departments to accommodate any setbacks, fire separations, and fire lanes. The request is for a one year period which appears appropriate but the approval should terminate at the end of the one year or within 30 days of the completion of the proposed renovation of the existing building. The application does not appear to have any negative impact on the site or the surrounding properties.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Approve the request for the Conditional Use Permit.
2. Disapprove or /Deny the Request.
3. Modify the Conditional Use Permit to meet the wishes of the Council.
4. Table the issue.

Recommendation

City Administration recommends that the Council approve the conditional use permit to allow for the placement of a temporary modular office facility, with the following stipulation; 1) The conditional use permit shall expire within a one year period or within 30 days of the completion of the renovation of the existing building on the site, which ever occurs first. 2)The exact location shall be approved by the City Fire and Building Departments prior to placement.

Sample Motion

Motion to approve the request for a conditional use permit with the stipulations as identified in the departmental memorandum.



Non-Refundable Fee: \$155.00
Return by: _____
Council Action on: 9-11-07

Conditional Use Permit Application

pc: Building, Legal, Utilities
Planning, Public Works

1. The specific use/construction requested is: USE MODULAR OFFICE AS A SALES OFFICE FOR AUTOMOBILES WHILE REMODELING BUILDING AT 3515 W. OLD POTASH HWY
2. The owner(s) of the described property is/are: MELODIE ANDERSON
3. The legal description of the property is: MESCELLANEOUS TRACTS 24-11-10 PT N $\frac{1}{2}$ NE $\frac{1}{4}$ 6.30 AC
4. The address of the property is: 3515 W. OLD POTASH HWY.
5. The zoning classification of the property is: M2
6. Existing improvements on the property is: NONE
7. The duration of the proposed use is: 1 YEAR
8. Plans for construction of permanent facility is: USE MODULAR OFFICE WHILE REMODELING BUILDING.
9. The character of the immediate neighborhood is: RETAIL AND MANUFACTURING
10. There is hereby **attached** a list of the names and addresses of all property owners within 200' of the property upon which the Conditional Use Permit is requested.
11. Explanation of request: USE MODULAR OFFICE AS A TEMPORARY SALES OFFICE WHILE THE BUILDING AT 3515 W. OLD POTASH HWY IS RENOVATED AND REMODELED

I/We do hereby certify that the above statements are true and correct and this application is signed as an acknowledgement of that fact.

8/20/07
Date

308-384-1700
Phone Number

[Signature]
Owners(s)

120 DOWNS AVE.
Address

GRAND ISLAND, MO
City State

68803
Zip

Please Note: Delays May Occur if Application is Incomplete or Inaccurate.